

Neighborhood Conservation Overlays



Planning Process Responsibilities

Neighborhood Actions

- appoint representatives to meet with city staff for pre-application meeting
- initiate application process
- survey the district to determine the area's specific needs for an NCO
- photograph properties in the proposed district
- meet with city staff through community meetings to determine elements of development guidelines
- acquire signatures representing 51% of property owners in the district in support of the development guidelines to proceed to public hearing



City Staff Actions

- provide petitions/ application to district representatives for signatures
- survey the proposed district to determine eligibility for becoming an NCO
- conduct community meetings to address district needs
- report findings of eligibility to the community
- draft a Neighborhood Conservation Plan
- provide notice to public of Neighborhood Conservation Plan
- present Neighborhood Conservation Plan to Planning Board and Zoning Commission for recommendation; present Plan to City Council for final action

